

**Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303**

6:30 pm Select Board's Meeting – July 8, 2013

Select Board present: Chairman Bruce Johnson, Selectman Roy Fanjoy and Selectman Mason Donovan.

The Select Board signed the payroll and check manifests.

Chairman Johnson reminded folks for the last time to turn in the "Town Survey" due by July 15th.

The Select Board signed the following for Administrative Assistant Mrs. Jones:

- Selectman Fanjoy made a motion to accept the Select Board's Minutes of June 24, 2013 as written; seconded by Selectman Donovan and approved. Chairman Johnson mentioned that when there is a complaint about any motor vehicle violation, that the complaint should first go directly to the Police Department. If further complaints are necessary, then the complaint can go to the Select Board.
- Sick leave slip for Mrs. Jones.

The Select Board signed the following for Financial Administrator Wendy Pinkham:

- Three copies of the Financial Report of the Town Budget, the MS-5, prepared by the Town's Auditor and due to the Department of Revenue.
- The May bank reconciliation not previously signed.
- A voided check register for payment made for workshops not attended by a Select Board Member.
- Advised the Board of the new website for the Local Government Center. She will forward the link to the Board.
- Selectman Fanjoy made a motion to apply a "payment holiday" for one month to any employee who contributes to their insurance through payroll; seconded by Selectman Donovan and approved.
- She advised that the Short Term Disability budget line will be overspent as the Town has been advised that they must include certain permanent part-time employees based on the number of hours worked. A short discussion ensued.

Fire Chief Colin Colby advised the Board of the following:

- The Department continues to prepare for the "drill" scheduled for Saturday, July 13th at 7:00 am.
- There have been 74 calls to date.

Road Agent Emmett Bean reported that he has been grading the roads; he has worked on the tar project and ditching has been done on Little Hill and he has been working on the culverts. There was discussion regarding the recent heavy rains, sealing for 2013 and the finish coat planned for Deer Meadow Road. Selectman Fanjoy advised that Copart has contacted VHB Engineering of Bedford to develop a plan for Deer Meadow Road and Clothespin Bridge Road, at an estimated cost of \$43,000, now on hold pending a court decision from Concord.

Road Agent Bean inquired about funding for the work to be done at the Public Safety Building regarding run-off of water from the hillside estimated to take two days labor plus equipment. He was advised that this will be discussed, but funding would not from the Highway Budget.

Police Chief Robert Dupuis advised the Board of the following:

- There have been 72 more calls for service this year than last year through June 30th with 41 calls for service in the last two weeks with the highlights read.
- A leave request by two officers for the same Saturday. Discussion ensued regarding a solution for such situations, which will be addressed in the Personnel Policy update.
- Requested and was granted authority to purchase a replacement office chair, possibly used.
- Chairman Johnson made a motion to accept the donation per RSA 31-95 (e) from Santa Cruz Associates of a gunlock valued at \$300; seconded by Selectman Donovan and approved.
- He and Selectman Fanjoy met with roofer Ron Derby to discuss solutions to the snow removal from the roof at the PSB. Mr. Derby recommended removing half of the snow stops and hiring an outside source, i.e. a landscaper, to remove the snow from the building quickly after a storm. Discussion continued regarding possible solutions including building roofs over the entrances, burying the propane lines, placement of the generator and putting snow removal out for bid. Mrs. Jones will contact Huckleberry regarding the propane lines.
- During a recent visit from Mainstay Technologies IT personnel, having the e-mails go through the server was discussed and they offered to meet to discuss this possibility if desired.

Old Business:

- Discussion on the Personnel Policy regarding vacation time accrual will continue at the next meeting and no decisions were made.
- Chairman Johnson advised of two options suggested by LGC per RSA 236:15 regarding the basketball hoops in the Town ROW on Centennial Drive: write to request the hoop be removed from hanging over the road or to have the hoops placed no closer than the boundary markers. He had several draft letters for consideration. After discussion it was decided to draft another letter for approval.
- Selectman Donovan will attend the Police Advisory Committee meeting on July 15th.
- Chief Dupuis spoke with Jonathan Merrill of Copart regarding the complaint on June 24th and corrective measures have been taken.

New Business:

- The Shum's offered to donate their property to the Town shown as Map 10-1-140, which will be discussed at the next meeting. After a recommendation from Selectman Donovan, it was decided to have Mrs. Jones contact the Pillsbury Lake Commissioners asking their opinion on the donations of property in District to the Town and ask them to respond to the e-mail or attend the next Board Meeting.
- The Ethics Policy will be discussed at the next meeting.
- Holidays that fall in the middle of the week were discussed. The final decision was to have the office open on those days that are open to the public as practical, with others days taken as a vacation day or as compensatory time if requested by the employee.
- Mrs. Pinkham recommended that a short meeting on December 30th be considered as encumbrances must be voted on at a public meeting. Notices will be sent to all Department Heads requesting any encumbrances be provided as early as possible.
- There was discussion on ENH Power and the possibility of using it as a fund raiser for the Town whereby the Town would get \$5 for each new enrollment. The Board agreed to this and Chairman Johnson will make the arrangements.

Chairman Johnson opened discussion to the public.

Mary Smith further discussed the vacation and days worked by the Police Department. Chief Dupuis responded with an explanation.

Chairman Donovan explained the rational regarding the removal of a recent grant opportunity put on the Town's website. He also advised that the Agricultural Committee will meet this Thursday.

Chief Dupuis advised that he had no further information at this time regarding help from UNH regarding road studies as was done in the Town of Hill.

8:42 pm Selectman Fanjoy made a motion to go into non-public session pursuant to RSA 91-A:3 II (c) which if discussed in public may adversely affect a person's reputation; seconded by Selectman Donovan. Roll call: Chairman Johnson – yes; Selectman Fanjoy – yes and Selectman Donovan – yes. Mrs. Jones was not asked to attend this session.

9:06 pm Chairman Johnson reconvened the meeting.

Immediately following Chairman Johnson made a motion to go into non-public session pursuant to RSA 91-A II (a) to discuss personnel issues; seconded by Selectman Fanjoy. Roll call: Chairman Johnson – yes; Selectman Fanjoy – yes and Selectman Donovan – yes.

9:45 pm Chairman Johnson reconvened the meeting.

Selectman Donovan made a motion to adjourn the meeting; seconded by Selectman Fanjoy and approved.

Bruce G. Johnson, Chairman
BOS/jj

Roy E. Fanjoy

Mason W. Donovan